



Volunteer Tasks

Although familiarity with the college application process is a plus, it is not required for someone to fulfill a useful task and have a meaningful volunteer experience at our high school's College Application Day. Here are tasks that volunteers could perform:

- Post directional signs in the school for the event. Good signage is key to reminding students of the event and getting them to the right place.
- Greet students as they arrive to the computer lab.
- Help students logon to **<http://www.in.gov/collegegoweek/2471.htm>** to access online versions of Indiana colleges' applications, or find out-of-state applications. Or, if internet access for all students is an issue, hand out paper applications.
- Guide students through the college application process and help answer any questions students may have, regardless of where the student wishes to apply.
- Monitor printers to ensure that any applications that need to be printed remain in order and replenish the paper supply as needed.
- Help ensure students register for the FAFSA PIN after they submit their college application(s) at **<http://pin.ed.gov>** and write their PIN on the FAFSA information sheets.
- Share personal college experiences with students, as requested.
- Instruct students to fill out the sign-out sheet as they exit.

